

MICHIGAN DEPARTMENT OF CORRECTIONS

“Expecting Excellence Every Day”

MEMORANDUM

Sent via e-mail 1/10/03

DATE: January 9, 2003

TO: Wardens
School Principals

FROM: Julie L. DeRose, Education Manager *Julie L. DeRose*
Correctional Facilities Administration

SUBJECT: School Visits/CTE Assessments

The CTE Committee has been assigned to review each CTE program. The review will be conducted to assist with future planning including CTE designations at each site. This is the next step in the transition to academic and CTE centers.

Designated “CTE Centers” will be visited first. The CTE Co-chairs, Lee McKenzie and Kit Spring, and I will conduct the CTE Center visits. Programs at the remaining facilities will be divided among various members of the CTE Committee. A schedule of tentative dates for those visits will be sent in the near future.

Reviews will be conducted according to the following schedule:

	(around 9:00 a.m.)	(around 1:00 p.m.)
Friday, January 17	JMF	SMT/JCS
Monday, January 27	MPF	MCF
Tuesday, January 28	STF	OTF
Friday, February 7	ITF	MTU
Monday, February 10	NRF	ATF
Wednesday, February 12	KCF	HTF

c: Patricia L. Caruso, Deputy Director
RPAs Bock, Straub and MacMeekin